



AMP Vendor Training



Affirmative Market Program

Commonwealth of Massachusetts

Date: *Thursday, October 9, 2008*

Time: *7:45 a.m - 1:00 p.m.*

Place: *Massachusetts Emergency Management Agency
Headquarters, Route 9, Framingham*

The Affirmative Market Program (AMP) invites all Minority and Women-Owned Vendors to attend The AMP Intermediate Vendor Training Seminar. This seminar will focus on procurement/bidding processes and the basic tools you need to do business with the Commonwealth of Massachusetts. All certified businesses in all business fields are welcome to join us. Five contracting areas will be covered: **Commodities, Services, Construction, Design, and Health & Human Services**. Questions? Email: Amp@state.ma.us; Phone: (617) 720-3177



Presentations will focus on:

- What is the Affirmative Market Program (AMP)
- What Does Your Certification Status Mean in the Bidding Process
- Marketing to State Entities
- Navigating the Online State Procurement System (Comm-Pass)
- Bidding on Commodities & Services Contracts
- Bidding on Construction & Design Contracts (Horizontal & Vertical)
- Subcontracting in Goods, Services, Construction & Design Contracts

Off-Set Fee: \$25.00 per person Please make your check payable to AMP-STAR

Register online today at <http://amp.osd.state.ma.us/attendee/AMPVendorWorkshopAttendeeRegistration1.asp>
Registration will not be complete until payment is received.

Please note: You will need to bring your driver's license or Passport to enter the building.

Please mail checks (we can not take credit cards) along with name of company and attendees to: Operational Services Division; AMP Vendor Training, One Ashburton Place, R. 1017, Boston, MA 02108, Attn: Donna Fleser